



SUSAN STACK  
CHAIRMAN

STATE OF CONNECTICUT – COUNTY OF TOLLAND  
INCORPORATED

# TOWN OF ELLINGTON

## Human Services Commission

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HOCINE BAOUCHE  
YALE CANTOR  
TERESA CAVANAGH  
HELEN FILLORAMO  
SUSAN HANNIGAN  
ANNE NICKERSON  
RICHARD PETRUCCI

### HUMAN SERVICES COMMISSION

#### Monday, May 12, 2014

#### Minutes of the Meeting

**CALL TO ORDER:** The meeting was called to order by Sue Stack, Chairman at 6:05 P.M.

**PRESENT:** Yale Cantor, Sue Stack, Helen Filloramo, Anne Nickerson, Teresa Cavanagh, Sue Hannigan, Richard Petrucci.

**APPROVAL OF MINUTES:** Motioned (S. Stack), Seconded (R. Petrucci) and passed by those present to accept the minutes of the April 14, 2014 meeting.

**DIRECTOR'S REPORT:** Despite competition from the Opening Day of the Farmers' Market and a Recreation program, Community Safety Day was a success and enjoyed by all who attended.

Arbor Commons Building Expansion Update: Everything has been sheet rocked and the Human Services staff is to vacate on Wednesday, May 14, with the exception of Diane. Chantal and Deb will work from home and come in on an as-needed basis. Anna and Doris will be in the Town Hall in Commission Room A. Staff is expected to be able to return to Arbor Commons by July 1. It is not cost effective for the staff to relocate to the former senior center building because there are no phones or Internet lines there. The food bank will continue to operate downstairs in Arbor Commons. The June 9 Human Services Commission meeting location is to be determined.

**SENIOR CENTER STEERING COMMITTEE REPORT:** None

**UNFINISHED BUSINESS:** None

**NEW BUSINESS:** Senior Center kitchen update – There are ten people interested in becoming certified kitchen helpers. The ServeSafe certification is \$130. There is currently enough money in the budget to get two people certified for this year. These people will then volunteer their time and help to create food budgets, meal planning, food preparation, cleanup, etc., until a kitchen manager is hired. Eric is currently working with a retired food manager who is helping to ensure that the kitchen will meet

Health Department guidelines and is also providing guidance with equipment purchases. The Senior Center is also coordinating with Public Works to get soap dispensers, sanitizers, etc. set up in the kitchen. The contact from the Health Department will be visiting to let the center know if it is eligible for certification. Hopefully more information and updates concerning the kitchen will be available at the June 9 meeting.

The Senior Center received a \$5,000 grant to be used for lunch or breakfast programs. These funds need to be used by the end of October 2014. Two possibilities for these meal programs are through the Ellington Farmers' Market and ECHN. There will be a meeting with the Farmers' Market concerning the possibility of a breakfast program and the pricing for hot lunches from ECHN is being looked into. There is also the possibility of the high school culinary program providing some assistance with meals. Sue H. suggested that a partnership between the Ellington Farmers' Market and the food pantry to provide fresh fruits and vegetables might be beneficial to families. She offered the Commission's services to help with this.

Policies and procedures for the Senior Center kitchen are currently being drafted by Doris, senior center staff and the First Selectman. Once the draft is finalized the town attorney must review it and then it will be made public. There will be no potlucks allowed at the center.

The Friendship Circle (program that provides respite care) is not something that will be entertained at this time, as the funds are not available. Anne N. would like the commission to have a goal to explore this more down the road by looking into grants that may be available, existing programs, public interest, etc. "Adult daycare" programs in the area are very expensive (\$85/day) and there are many people in the area that could benefit from a program like this in town. The concern lies with this program requiring additional funding, space and manpower. Doris agreed to have Anna Turner look into grants that may fall under respite care through NCAAA for existing programs.

**ADJOURNMENT:** Motioned (S. Hannigan), Seconded (R. Petrucci) and passed by all those present to adjourn at 6:55 P.M.

Submitted by,

Teresa Cavanagh  
Secretary